



# Crandall Independent School District

## Job Description

<b>Job Title:</b>	<b>Lead Speech-Language Pathologist, CCC</b> Certificate of Clinical Competence	<b>Wage/Hour Status:</b>	Exempt
<b>Reports To:</b>	Special Education Director, SPED Coordinator	<b>Date Revised:</b>	March 1, 2026
<b>Dept./School:</b>	Assigned Campus	<b>Funding Source:</b>	199-23 Local SPED funds

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### Primary Purpose:

Manage and support the Speech and Language district program by supporting the speech and language district program, the students that it serves and the Speech Pathologists, Speech Pathology Assistants and speech evaluation staff. Plan and provide speech-language pathology services to students with speech, voice, or language disorders. Assess students and provide therapeutic intervention to eliminate or reduce problems or impairments that interfere with their students' ability to derive full benefit from the educational program. Support the Director of Special Education in the coordination and implementation of speech and special education services in the district.

### Qualifications:

#### Education/Certification:

Master's degree in speech-language pathology from an accredited college or university  
Valid license as a speech-language pathologist granted by the Texas Department of Licensing and Regulation (TDLR) or Bachelor's degree and valid Texas Education Agency speech therapy certificate

#### Special Knowledge/Skills:

Effectively collaborate with teachers, administrators, parents, school staff and special education department staff to ensure appropriate education services for students.  
Ability to use the accepted tests and measurements to assess communication disorders and conditions.  
Knowledge of evaluation, habilitation, and rehabilitation of speech-language disorders and conditions and effective IEP development to address speech and communication disorders.  
Ability to instruct and manage student behavior and support other therapy providers (SLPs/SLPAs) with the necessary skills to effectively support student behavior needs in both the therapeutic and academic settings.  
Demonstrate knowledge of various special education platforms and software  
Serve as a resource person for the admission, review and dismissal committees that serve students with speech, communication and language disabilities, including early childhood intervention services as needed.  
Knowledge of federal and state laws and guidelines related to speech and language therapy services  
Excellent organizational, communication, and interpersonal skills.

#### Experience:

Minimum of 3 years as a clinical speech-language pathologist required  
Supervision of speech program and therapy staff preferred

### Major Responsibilities and Duties:

#### Therapy

1. Conduct independent evaluations to assess students with speech or language disorders and conditions and provide appropriate individual and group therapy to students consistent with speech and language goals

contained in Individual Education Plus (IEP). Evaluate student progress and make determinations regarding therapy services.

2. Develop clinical management strategies or procedures and diagnostic statements.
3. Participate in the Admission, Review, and Dismissal (ARD) Committee. Assist in interpreting assessment data, appropriate placement, and goal setting for students with communication disorders or conditions.
4. Plan and provide appropriate individual and group therapy to students consistent with speech/language goals contained in Individual Education Plans (IEP)
5. Submit schedules or reports as requested, including Medicaid and inventory reporting.

### **Consultation**

6. Consult with colleagues, students, and parents regarding the accomplishment of therapy goals, the needs of the student, and involvement in the remedial process.
7. Collaborate with campus staff to plan and implement classroom activities to improve students' communication skills.
8. Provide professional development to help school personnel identify and work more effectively with students with communication deficits.
9. Consult with the special education department staff to support the district wide program.

### **Student Management**

10. Create an environment conducive to learning and appropriate for the maturity level and interest of students.
11. Establish control and administer discipline according to the Student Code of Conduct and student handbook.
12. Ability to instruct and manage student behavior and support other therapy providers (SLPs/SLPAs) with the necessary skills to effectively support student behavior needs in both the therapeutic and academic settings.

### **Program Management**

13. Develop and coordinate a continuing evaluation of speech-language pathology services and make changes based on the findings.
14. Participate in the selection of equipment and instructional materials.
15. Compile, maintain, and file all physical and computerized reports, records, and other required documents.
16. Comply with policies established by federal and state laws, State Board of Education rule, and board policy. Comply with all district and campus routines and regulations.
17. May supervise licensed speech-language pathology assistant(s) or speech aide(s).\*
18. Compile and submit billable speech therapy services provided by the speech program to the School Health and Related Services (SHARS) program along with verifying billable services of supervised speech professionals is properly submitted.
19. Manage and maintain the district Speech Program's technology inventory and AAC (Augmentative & Alternative Communication) devices along with supervising appropriate implementation.

### **Other**

20. Be available by phone, email, or video conferencing to confer with district personnel, students, and/or parents.
21. Communicate with students or parents regularly via phone or video conference, email, or district-approved website.
22. Maintain confidentiality.
23. Follow district safety protocols and emergency procedures.
24. Other duties as assigned

### **Supervisory Responsibilities:**

Direct and monitor the work of speech-language pathologists and speech and language pathology assistant(s)  
Ensure legal compliance with federal, state and local policy and legal requirements

Complete annual evaluations for Speech Pathologists

**Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:** Standard testing equipment; standard office equipment including computer and peripherals

**Posture:** Frequent sitting, kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:** Frequent walking, grasping/squeezing, wrist flexion/extension

**Lifting:** Regular light lifting and carrying (under 15 pounds), occasional heaving lifting (45 pounds or more) and positioning of students with physical disabilities; controlling behavior through physical restraint; assisting non-ambulatory students

**Environment:** Exposure to biological hazards, bacteria, and communicable diseases; may require districtwide travel

**Mental Demands:** Work with frequent interruptions; maintain emotional control under pressure

*\*Supervisors of licensed speech-language assistants must be licensed by TDLR as speech-language pathologists.*

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The document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

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Print Name

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Signature

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Date